

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF  
September 18 – 22, 2017**

**MONDAY, SEPTEMBER 18, 2017**

- |           |  |  |
|-----------|--|--|
| *10:00 am | Planning Commission Board of Directors Transportation Subcommittee | GB Metro Transportation Center<br>901 University Avenue<br>Port & Resource Recovery<br>2561 S. Broadway<br>Room 391, Northern Building<br>305 E. Walnut Street |
| *2:30 pm  | Solid Waste Board  |  |
| *4:30 pm  | Board of Adjustment  |  |

**TUESDAY, SEPTEMBER 19, 2017**

- |          |                                    |   |
|----------|------------------------------------|---|
| *4:30 pm | Veterans' Recognition Subcommittee | Room 201, Northern Building<br>305 E. Walnut Street |
|----------|------------------------------------|---|

**WEDNESDAY, SEPTEMBER 20, 2017**

- |           |  |  |
|-----------|--|--|
| *9:00 am  | Benefits Advisory Committee                      | Room 200, Northern Building<br>305 E. Walnut Street                                  |
| *12:00 pm | Mental Health Treatment Committee Ad Hoc         | 1 <sup>st</sup> Floor Conf. Rm E03, Sophie Beaumont Bldg.<br>111 N. Jefferson Street |
| *6:45 pm  | Public Safety Committee – <i>SPECIAL MEETING</i> | Room 207, City Hall<br>100 N. Jefferson Street                                       |
| *7:00 pm  | <b>Brown County Board of Supervisors</b>         | <b>Legislative Room 203, City Hall<br/>100 N. Jefferson Street</b>                   |

**THURSDAY, SEPTEMBER 21, 2017**

- |          |                                     |   |
|----------|-------------------------------------|---|
| *8:00 am | Criminal Justice Coordinating Board | Truttman Room, District Attorney's Office<br>300 E. Walnut Street |
| *5:15 pm | Library Board                       | Central Library<br>515 Pine Street                                |

**FRIDAY, SEPTEMBER 22, 2017**

**(No Meetings)**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**AGENDA**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**TRANSPORTATION SUBCOMMITTEE**  
**Monday, September 18, 2017**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, Wisconsin**  
**10:00 a.m.**

**ROLL CALL:**

***(Voting)***

Craig Berndt	_____	Doug Martin (Chair)	_____
Dave Betts	_____	Tom Miller	_____
Dan Drewery	_____	Rebecca Nyberg	_____
Geoff Farr	_____	Eric Rakers	_____
Steve Grenier	_____	Brandon Robinson	_____
Ed Kazik	_____	Nick Uitenbroek (Vice-Chair)	_____
Patty Kiewiz	_____	Derek Weyer	_____
Tom Klimek	_____	Vacant – Oneida Nation	_____

***(Non-voting)***

Mary Forlenza (FHWA – Madison)	_____
Diane Paoni (WisDOT – Madison)	_____
William Wheeler (FTA Region 5)	_____

**ORDER OF BUSINESS:**

1. Introduction of Bellevue Public Works Director Dave Betts.
2. Approval of the April 17, 2017 Transportation Subcommittee meeting minutes.
3. Recommendation to the BCPC Board of Directors regarding the Draft 2018 Transportation Planning Work Program.
4. Recommendation to the BCPC Board of Directors regarding the Draft 2018-2022 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.
5. Recommendation to the BCPC Board of Directors regarding the Draft 2017 Green Bay Metropolitan Area Congestion Management Process (CMP) Update.
6. Presentation of the MPO's 2017 Transportation System Performance Measures Report.
7. Any other matters.
8. Adjourn.

ANYONE WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

**PORT & RESOURCE RECOVERY DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950      FAX: (920) 492-4957

DEAN R. HAEN  
DIRECTOR

**REVISED**  
**PUBLIC NOTICE**  
**BROWN COUNTY SOLID WASTE BOARD**  
**Monday, September 18<sup>th</sup> – 2:30 pm**  
Brown County Port & Resource Recovery  
2561 S. Broadway, Green Bay, WI 54304

**Agenda:**

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda – *Request for Approval*
4. Approval/Modification – **August 28<sup>th</sup>**, 2017 Meeting Minutes – *Request for Approval*
5. Announcements/Communications
6. Transfer Station Asphalt Road Repair – *Update*
7. Recycling Transfer Station Concrete Floor Replacement – *Update*
8. Director's Report
9. Such other Matters as Authorized by Law
10. Closed Session for deliberation and possible negotiations/action relating to consideration of Property Transactions in Town of Holland.

*Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require closed session.*

11. Adjourn

Dean R. Haen  
Director

*Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Resource Recovery Department at 492-4950, two (2) working days before the meeting, so that arrangements can be made. Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.*

## ZONING

Brown County

305 E. WALNUT STREET, ROOM 320  
P.O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-6480 FAX (920) 448-4487  
WEB SITE [www.co.brown.wi.us/zoning](http://www.co.brown.wi.us/zoning)



WILLIAM BOSIACKI

ZONING ADMINISTRATOR

**AGENDA**  
**BROWN COUNTY BOARD OF ADJUSTMENT**  
**September 18, 2017 - 4:30 p.m.**  
**Northern Building, Room 391**  
**305 E. Walnut Street**  
**Green Bay, WI 54301**

This meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Call meeting to order and verify door is open for the public.
2. Roll call: X if present, E if excused, and U if unexcused.
  - a. Chairman Bill Ullmer \_\_\_\_\_, Secretary Dick Huxford \_\_\_\_\_, Tom Perock \_\_\_\_\_, Alternates Clete Cisler \_\_\_\_\_, and Debbie Diederich \_\_\_\_\_.
3. Review and approval of minutes from previous meeting.
4. Old business.
5. New business and announcement of agenda for public hearing.
  - a. Tom Killian, 4720 Anapaula Ct., Green Bay, WI, Parcel # SC-1132
  - b. Kevin Cuene, 4373 Nicolet Dr., Green Bay, WI, Parcel # SC-1602-20
6. Public Notice - Class II – Green Bay Press-Gazette, on September 3 and September 10, 2017.
7. Describe Board's authority and rules of hearing.
8. **Open Public Hearing.**
  - ❖ Read appeal(s) and discuss in order as determined by Board.
9. **Close Public Hearing.**
10. Deliberation, findings of fact, conclusions of law, decisions and determinations on appeal.  
**Complete all three standards** – if all three cannot be met, the variance cannot be granted.
11. Other business.
12. Adjourn meeting.

Date: September 7, 2017

By: Matt Heyroth, Assistant Zoning Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Brown County Planning and Land Services Department at (920) 448-6480 at least two business days before the meeting so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



# BOARD OF SUPERVISORS

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### VETERANS RECOGNITION SUBCOMMITTEE

Bernie Erickson, Chair  
Ed Koslowski, Vice Chair  
Joan Brusky, Louise Dahlke,  
Jim Haskins, Delores Pierce,  
Duane Pierce, Joe Witkowski

**\*\*Running Total of Veterans' Certificates: 1841**

### VETERANS' RECOGNITION SUBCOMMITTEE

**Tuesday, September 19, 2017**

**4:30 pm**

**Room 201, Northern Building**

**305 E. Walnut Street**

**Green Bay, WI**

### **NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA**

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of August 15, 2017.
4. Update re: Honor Rewards Program.
5. Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.
6. Discussion re: Veterans Day activities.
7. Report from CVSO Jerry Polus.
8. Report from Committee Members Present (Erickson, Brusky, Dahlke, Haskins, Koslowski, Pierce & Witkowski).
9. Such Other Matters as Authorized by Law.
10. Adjourn.

**Bernie Erickson, Chair**

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



## **Benefits Advisory Committee**

Wednesday, September 20, 2017

9:00 AM

Room 200, Northern Building

305 E. Walnut Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY  
ITEM ON THE AGENDA.**

1. Call meeting to order
2. Roll Call
3. Approve/Modify agenda
4. Approve/Modify Minutes of August 16, 2017
5. Report – Plan Performance for August
6. Report – Budgeting and Current Deficit
7. Recommendations

### **Budgeting & Oversight**

- a. Discuss/Take Action on recommendation to use data provided by M3 and the actuary when developing the healthcare budget.
- b. Discuss/Take Action on recommendation to have the Administration Committee and/or Executive Committee request to be provided with monthly reports regarding the performance of the healthcare plan. (Plan performance summary provided by M3 and G/L budget spreadsheet)

### **Healthcare Plan Funding**

- a. Discuss/Take Action on recommendation raising premiums 18-19% as recommended by M3
- b. Discuss/Take Action on recommendation to keep contribution percentages structure the same (Based on PHA) (12% Weighted Avg. Employee//88% Employer).

#### Healthcare Plan Design

- a. Discuss/Take Action on Spousal Surcharge Option
- b. Discuss/Take Action on Spousal Carve-Out Option
- c. Discuss/Take Action on recommendation requiring spouses that are offered healthcare through their employer to take it before being eligible for the County's health insurance plan.
- d. Discuss/Take Action on offering a true high-deductible plan
- e. Discuss/Take Action on offering a narrow network plan
- f. Discuss/Take Action on PHA Standards
- g. Discuss/Take Action on Wellness Initiatives/Programs

#### Salary Recommendations

- a. Discuss/ Take Action on any salary, wage increase, or performance pay recommendations.

#### Other

- a. Discuss/Take Action on any other pertinent recommendations that fall under the role of the Benefits Advisory Committee.

8. Review and Approve Recommendations to be made to the Administration and Executive Committees.

9. Set date of the next Benefits Advisory Committee Meeting if necessary.

10. Adjourn

Jason Carviou, Chair

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Phone: (920) 448-4015 FAX (920) 448-6221

E-Mail: BC\_County\_Board@co.brown.wi.us

Guy Zima, Chairman

Erik Hoyer, Vice Chairman

### **MENTAL HEALTH TREATMENT COMMITTEE: AD HOC**

**Wednesday, September 20, 2017**

**12:00 p.m.**

**Conference Room E03, 1<sup>st</sup> Floor**

**Sophie Beaumont Building**

**111 N. Jefferson Street**

**Green Bay, Wisconsin**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of August 16, 2017.
1. Communication from Chair Zima and Judge Zuidmulder re: Have staff provide a breakdown and explanation of the expenditures made from the \$1.15 million dollars allocated for mental health services during the County budget process for 2016 and 2017.
2. Update re: Long range mental health needs in Brown County including what could be funded by County Executive Streckenbach's proposed half-percent sales tax.
3. Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.
4. Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.
5. Discussion re: Recertifying County operations to return to previous services providing long-term care.
6. Update re: Outreach efforts.
7. Such other matters as authorized by law.
8. Adjourn.

Guy Zima, Chair

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## PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair

Andy Nicholson, Vice Chairman  
Bill Clancy, Guy Zima, Patrick Evans

### SPECIAL PUBLIC SAFETY COMMITTEE

Wednesday, September 20, 2017

6:45 p.m.

Room 207, City Hall

100 N. Jefferson Street, Green Bay

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE  
ACTION ON ANY ITEM LISTED ON THE AGENDA

- I. Call meeting to order.
- II. Approve/Modify Agenda.

Comments from the Public.

#### Resolutions/Ordinances:

1. Resolution Approving Budget Adjustment General Fund Usage.

#### Other

2. Such other matters as authorized by law.
3. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PHONE: (920) 448-4015 FAX: (920) 448-6221

E-mail: BC\_County\_Board@co.brown.wi.us.

PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

## PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, September 20, 2017 at 7:00 p.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

### NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
  - a. State name and address for the record.
  - b. Comments will be limited to five minutes.
  - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
3. **Approval of Minutes of August 16, 2017.**
4. **Announcements of Supervisors.**
5. **Communications:**
  - a. Late Communications.
  - b. Communication from Vice Chair Lund that Supervisors consider a donation to the Red Cross disaster relief drive for the victims of Hurricanes Harvey and Irma.
6. **Appointments:**

**County Executive:**

  - a. Appointment of Brown County Supervisor Andy Nicholson to Brown County Housing Authority.
7. **Reports by:**
  - a. County Executive.
  - b. County Board Chair.
8. **Other Reports: (None)**

9. Standing Committee Reports:

a) **REPORT OF ADMINISTRATION COMMITTEE OF SEPTEMBER 6, 2017:**

1. Review minutes of:
  - a. Housing Authority (July 17, 2017). Receive and place on file.
2. Communication from Supervisor Zima (on behalf of Robert Reeners): I, Robert Reeners, am respectfully requesting that the Brown County Board and Brown County consider building an expo hall and also preserving the Brown County Veterans Memorial Arena which indeed was built as memorial to veterans and should be preserved and not destroyed. *Referred from August County Board – Note: Item was taken care of by 8/24/17 Ed & Rec Cmte.* Receive and place on file.
3. Communication from Supervisor Van Dyck re: Amend the Debt Reduction Infrastructure and Property Tax Ordinance to include language that clarifies that the ½% sales tax ends as soon as sufficient sales tax funds are collected to pay for identified and approved projects or \$147 million, whichever comes first. *July Exec Cmte motion: To refer to Administration Committee.* Receive and place on file.
4. Communication from Supervisor Schadewald re: My request for these committees to evaluate the need and funding of a Housing Navigator to coordinate county-wide efforts to improve housing opportunities in Brown County. *Referred from August County Board.* To hold for one month.
5. Resolution Approving Budget Adjustment General Fund Usage. To approve. See Resolution & Ordinances.
6. Initial Resolution Authorizing the Issuance of Approximately \$20,815,000 General Obligation Refunding Bonds of Brown County, Wisconsin. To approve. See Resolution & Ordinances.
- \*6a. Resolution to Acquire Parking Lot Property. *Give Corporation Counsel authority to draft a resolution to go to Administration Committee and County Board to contract with Associated Bank to purchase parking lot for nominal amount as discussed in Closed Session at 9/11/17 Exec Cmte.* To approve. See Resolution & Ordinances.
7. County Clerk - Budget Status Financial Report for July 2017 (Unaudited). Receive and place on file.
8. Child Support - Budget Status Financial Report for July 2017 (Unaudited). Receive and place on file.
9. Child Support - Departmental Openings Summary. Receive and place on file.
10. Child Support - July/August Director Summary. Receive and place on file.
11. Technology Services - Budget Status Financial Report for July 2017 (Unaudited). Receive and place on file.
12. Technology Services - Accept the lowest qualified bidder for the BCCAN GB School District project. To approve the lowest bidder Holtger Bros. to include: 2176B Triple 2" Option Cost of \$87,920.45; 2176C Triple 2" Option Cost of \$101,743.46; 2176D Cost of \$89,499.96; 2176E Cost of \$67,891.82; 2176F Cost at \$134,488.69 and 2176G Cost at \$21,801.40.
13. Technology Services Monthly Report. Receive and place on file.
14. Treasurer - Budget Performance Report as of July 31, 2017. Receive and place on file.
15. Treasurer - Discussion and possible action on the sale of the following tax deed parcel: Parcel WD-207-2-1 at Patriot Way Bdr RR in the City of DePere. To hold.
16. Treasurer - Discussion/Action regarding writing off Outstanding uncashed Checks to the Unclaimed Funds Account. (Done every two years procedurally). To hold.
17. HR - Health Insurance Update. Receive and place on file.
18. HR - Discussion re: Department Overtime Impact of Vacation and Holiday Pay. Receive and place on file.
19. HR - Budget Status Financial Report for July 2017 (Unaudited). Receive and place on file.
20. HR - Department Vacancies Report. Receive and place on file.
21. HR - Turnover Reports. Receive and place on file.
22. HR - Worker's Compensation Reports. Receive and place on file.
23. HR Director's Report. Receive and place on file.
24. Dept. of Admin - Budget Status Financial Report for July 2017 (Unaudited). Receive and place on file.
25. Dept. of Admin - 2017 Budget Adjustment Log. Receive and place on file.
26. Dept. of Admin - Ordinance to Amend Section 2.06 of Chapter 2 of the Brown County Code of Ordinances Entitled "Administration Committee". To hold for one month. See Resolutions & Ordinances.
27. Dept. of Admin - Director's Report. Receive and place on file.

28. NEWEYE – Non Profit - Contract Negotiations Update. Receive and place on file.
29. ~~Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(e), i.e. deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, deliberating and negotiating strategy and options regarding obtaining property for employee parking downtown.~~
30. ~~Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Brown County Board of Supervisors shall convene into closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, as competitive or bargaining reasons require a closed session here for deliberating and negotiating strategy and options regarding obtaining property for employee parking downtown.~~
31. ~~Reconvene into Open Session: The Brown County Board of Supervisors shall reconvene into open session for possible voting and/or other action regarding obtaining property for employee parking downtown.~~
32. Audit of bills. To acknowledge the receipt of the bills.

**b) REPORT OF EDUCATION AND RECREATION COMMITTEE OF AUGUST 24, 2017:**

1. Review Minutes of:
  - a. Library Board (June 8, 2017 and July 21, 2017). Receive and place on file.
  - b. Neville Public Museum (August 14, 2017). Receive and place on file.
2. Communication from Supervisor Zima (on behalf of Robert Reeners): I, Robert Reeners, am respectfully requesting that the Brown County Board and Brown County consider building an expo hall and also preserving the Brown County Veterans Memorial Arena which indeed was built as memorial to veterans and should be preserved and not destroyed.
  - i. That the Education and Recreation Committee take the lead in developing a memorial honoring veterans to be placed in the new facility.
  - ii. To direct staff to draft a Resolution reaffirming our dedication as a County Board to World War II veterans, and the arena site as a memorial with continued architectural significance, for future generations so our history is not forgotten.
3. Communication from Supervisor Erickson re: Keep the name Veterans in the new facility. Also, it may be possible to create a monument constructed with parts of the arena. To include language in the MOU with whatever party acts as project manager or submits the RFP for the arena that the new facility include language honoring veterans and that this item would be discussed at any public hearings or during any public comment sessions.
4. Communication from Supervisor Van Dyck re: Request that Administration provides an update regarding the previously approved funding for the Pulaski Library renovation/expansion. Receive and place on file.
5. Golf Course Budget Status Financial Report for July 2017 – Unaudited. Receive and place on file.
6. Golf Course - Superintendent's Report. Receive and place on file.
7. Museum 2018 Executive Capital Improvements Programs (CIP) – To be funded by Sales Tax.
  - i. To suspend the rules to take Items 7, 17a and 18 together for action purposes following Item 19.
  - ii. To approve.
8. Museum Budget Status Financial Report for July 2017 - Unaudited. Receive and place on file.
9. Museum - Director's Report. Receive and place on file.
10. NEW Zoo Budget Status Financial Report for July 2017 - Unaudited. Receive and place on file.
11. NEW Zoo Director's Report and Zoo Monthly Activity Reports. Receive and place on file.
12. Park Mgmt. - Budget Status Financial Report for July 2017 – Unaudited. Receive and place on file.
13. Park Mgmt. - Request for Approval: Park's Friends funding to be distributed as follows, \$10,000 Neshota Group for Phase 2 playground purchase and \$5,000 Disc Golf Group for Pamperin Park upgrade. To approve.
14. Park Mgmt. - Discussion: Establish future policy for Fox River Trail winter plowing. That the Parks Department draft a policy to continue the 50/50 County/Municipality split for snow plowing on the Fox River Trail and bring back to the next meeting.
15. Park Mgmt. - Request for Approval: Hunting season dates and areas within Parks. To approve.
16. Park Mgmt. - July 2017 Park Attendance and Field Staff Reports. Receive and place on file.
17. Park Mgmt. - Assistant Director's Report. Receive and place on file.

- a. Park Mgmt. 2018 Executive Capital Improvements Programs (CIP) – To be funded by Sales Tax. To approve.
- 18. Library 2018 Executive Capital Improvements Programs (CIP) – To be funded by Sales Tax. To approve.
- 19. Library - Director's Report.
  - a. Library Hours Standardization. Receive and place on file.
- 20. Audit of bills. To approve the bills.

**c) EXECUTIVE COMMITTEE OF SEPTEMBER 11, 2017:**

- 1. Review Minutes of:
  - a. Benefits Advisory Committee (August 16, 2017). Receive and place on file.
- 2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay the legal bills.
- 3. Communication from Supervisor Brusky re: I am requesting an adjustment in hourly wages for the Brown County employees who, because they were initially hired at a lower starting pay, now make less than employees with less experience who were hired after them. I am particularly referring to those hired in 2013 – or other pertinent years. *July Motion: Refer to staff to come back to the Executive Committee in 60 days with a list of employees who are in the same predicament and whether they are budgeted for a higher amount than they are being paid. CARRIED 5 to 1. To refer to staff.*
- 4. Communication from Supervisor Moynihan re: For your consideration, I hereby request striking some of the language of Brown County Code of Ordinances 2.13(4)(h). I find it unnecessary to place closed session language on the county board's agenda, if we as a board, as deemed by the Chair, will not be convening into closed session due to lack of committee action/motion. I believe it provides a false pretense to the public and media. *Referred from August County Board. To approve striking closed session language on future County Board agendas if the Board will not be meeting in closed session due to lack of committee action or motion.* See Resolutions & Ordinances.
- 5. Resolution Adopting Brown County's 2018 Six-Year Capital Improvement Plan. To approve. See Resolution & Ordinances.
- 6. Resolution Authorizing First Amendment to \$1,540,108 Brown County, Wisconsin, Industrial Development Revenue Bonds (WESCO Project) Series 2010 Bonds. To approve. See Resolution & Ordinances.
- 7. Initial Resolution Authorizing the Issuance of Approximately \$20,815,000 General Obligation Refunding Bonds of Brown County, Wisconsin. To approve. See Resolution & Ordinances.
- 8. Resolution Providing One-Time Supplemental Compensation to: 1) Employees in the IBEW Local 158 Bargaining Unit; and 2) Employees in the Brown County Human Services Professional Employees Association. To approve. Carried 4 to 2. See Resolution & Ordinances.
- 9. Standing Item - Discussion of 2.12 of the County Code of Ordinances: The duties and responsibilities of the EXECUTIVE COMMITTEE. Hold for one month.
- 10. Internal Auditor Report
  - a. Board of Supervisors Budget Status Financial Report – July 2017 (Unaudited). Receive and place on file.
  - b. Status Update: August 1 – August 31, 2017. Receive and place on file.
- 11. Human Resources Report
  - a. Review of Chapter 4 revisions. *Referred to HR to bring back next month with proposed changes after meeting with department heads.*
    - i. To refer Item 11a to Administration Committee.
    - ii. Receive and place on file the Director's Report.
- 12. Department of Administration Report. Receive and place on file.
- 13. County Executive Report. *No report; no action taken.*
- 14. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(e), i.e. deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, deliberating and negotiating strategy and options regarding obtaining property for employee parking downtown. To enter into closed session.
- 15. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Brown County Board of Supervisors shall convene into closed session for purposes of deliberating or negotiating the

purchasing of public properties, the investing of public funds, or conducting other specified public business, as competitive or bargaining reasons require a closed session here for deliberating and negotiating strategy and options regarding obtaining property for employee parking downtown. To return to regular order of business.

16. Reconvene into Open Session: The Brown County Board of Supervisors shall reconvene into open session for possible voting and/or other action regarding obtaining property for employee parking downtown. Authorizing Corporation Counsel the authority to draft a Resolution to go to Administration Committee and County Board to contract with Associated Bank to purchase parking lot for nominal amount as discussed in closed session. See Resolution & Ordinances.

**d) REPORT OF HUMAN SERVICES COMMITTEE OF AUGUST 14, 2017:**

1. Review Minutes of:
  - a. Veterans' Recognition Subcommittee (July 11, 2017). Receive and place on file.
2. Wind Turbine Update - Receive new information – Standing Item. *No action taken.*
3. Human Svc Dept. - Executive Director's Report. Receive and place on file.
4. Human Svc Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
5. Human Svc Dept. - Statistical Reports.
  - a. CTC Staff – Double Shifts Worked.
  - b. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - c. Child Protection - Child Abuse/Neglect Report.
  - d. Monthly Contract Update.
    - i. To suspend the rules to take Items 5a-d together.
    - ii. To approve Items 5a-d.
6. Request for New Non-Continuous and Contract Providers and New Provider Contract. Receive and place on file.
7. Review of contracted services. To hold for one month.
8. Audit of bills. To acknowledge the receipt of the bills.

**e) REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF AUGUST 28, 2017:**

1. Review Minutes of:
  - a. Board of Adjustment (July 10, 2017 & August 14, 2017).
  - b. Harbor Commission (June 26, 2017).
  - c. Planning Commission Board of Directors (June 7, 2017).
  - d. Solid Waste Board (June 26, 2017).
    - i. To suspend the rules to take Items 1 a, b, c & d together.
    - ii. To receive and place on file Items 1 a, b, c & d.
2. Communication from Supervisor Lund re: Request from residents to review the ditch line on CTH M as it intersects with 2071 Honey Court. To refer to staff and report back next month.
3. Communication from Supervisor Sieber re: To review possible changes to 25.09 of Brown County Code of Ordinances. *Referred from August County Board.* To hold until January 2018.
4. Communication from Supervisor Erickson re: Keep the name Veterans in the new facility. Also, it may be possible to create a monument constructed with parts of the arena. *Referred from Ed & Rec Cmte.* To refer to staff to include in the MOU and to keep Veterans Memorial Complex in the name and to create a memorial built from the old arena.
5. Ordinance Amending Subsection 26.11(4) of Chapter 26 of the Brown County Code of Ordinances. *Referred from Land Conservation Subcommittee.* To refer back to the motion made at Land Conservation Subcommittee. See Resolution & Ordinances.
6. Planning Commission - Budget Status Financial Report for June and July 2017 - Unaudited. Receive and place on file.
7. Planning Commission - 2018 Six-Year Capital Improvement Plan (CIP). To approve.
8. Property Listing – Budget Status Financial Report for July 2017 - Unaudited. Receive and place on file.
9. Zoning – Budget Status Financial Report for July 2017 - Unaudited. Receive and place on file.
10. UW-Extension Budget Status Financial Report for July 2017. Receive and place on file.
11. UW-Extension - Director's Report. *No report; no action taken.*

12. Airport - 2018 Six-Year Capital Improvement Plan (CIP). To approve.
13. Airport Budget Status Financial Report for July 2017. Receive and place on file.
14. Airport Departmental Opening Summary. *None.*
15. Airport - Director's Report. Receive and place on file.
16. Port & Resource Recovery - 2018 Six-Year Capital Improvement Plan (CIP). To approve.
17. Port & Resource Recovery - South Landfill Manure Pit Abandonment and Building Demolition Bid – Request For Approval. To approve bids to Go Green Recycling for \$28,000 and Express Excavating, Inc. for \$7,900.
18. Port & Resource Recovery - Strategic Solid Waste Management Plan – Request For Approval. To approve.
19. Port Budget Status Financial Report for 2<sup>nd</sup> Quarter. Receive and place on file.
20. Resource Recovery Budget Status Financial Report for 2<sup>nd</sup> Quarter. Receive and place on file.
21. Port & Resource Recovery - Director's Report. Receive and place on file.
22. Public Works - 2018 Six-Year Capital Improvement Plan (CIP). To approve.
23. Public Works - CTH A Drainage Study. Receive and place on file.
24. Public Works - CTH EA Bridge Review. Receive and place on file.
25. Public Works - Discussion Brown County Supervisor Coordination during Highway Projects – Design & Construction. To approve.
26. Public Works - Approval of Additional 2017 Truck Sale and Purchase. To approve.
27. Public Works - Summary of Operations. Receive and place on file.
28. Public Works - Director's Report.
  - a. Review plowing optimization. *Request from Chair Erickson.*
  - b. Reasons for Resignations. *Request from Supervisor Sieber.*  
Receive and place on file.
29. Public Works - Discussion re: 4.57 of Chapter 4 re: Overtime and Vacation Pay, also discuss night differential and overtime for DOT work. *Request from Chair Erickson.* To send to Executive Committee.
30. Public Works - Update re: Electrician's Pay. *Motion at Aug Exec Cmte: To send this issue back to the parent committee for a recommendation on a change in the table of organization.* To refer to HR to create a Resolution to classify the journeyman as a master electrician.
31. Register of Deeds - Budget Status Financial Report for July 2017. To hold for one month.
32. Acknowledging the bills. To acknowledge the receipt of the bills.

**ei) REPORT OF LAND CONSERVATION SUBCOMMITTEE COMMITTEE OF AUGUST 28, 2017:**

1. Departmental Openings Summary. Receive and place on file.
2. Budget Status Financial Report for July 2017. Receive and place on file.
3. Manure Storage Alternatives. Receive and place on file.
4. An Ordinance Amending Subsection 26.11(4) of Chapter 26 of the Brown County Code of Ordinances. To send back to staff to clarify the adjacent property owner definition and variance questions. See Resolution & Ordinances.

**f) REPORT OF PUBLIC SAFETY COMMITTEE OF SEPTEMBER 6, 2017:**

1. Review Minutes of:
  - a. Criminal Justice Coordinating Board (July 13, 2017).
  - b. Fire Investigation Task Force Board of Directors (June 22, 2017). Suspend the rules and approve Items 1a & 1b.
2. Circuit Court, Commissioners, Probate - Budget Status Financial Report for July 2017. Receive and place on file.
3. Clerk of Courts - Budget Status Financial Report for July 2017. Receive and place on file.
4. District Attorney's Report. Receive and place on file.
5. Public Safety Communications - Budget Status Financial Report for July 2017. Receive and place on file.
6. Public Safety 2018 Six-Year Capital Improvement Plan (CIP). Receive and place on file.
7. Public Safety Communications - Director's Report. Receive and place on file.
8. Emergency Mgmt. - Budget Status Financial Report for July 2017. Receive and place on file.
9. Emergency Mgmt. - Director's Report. Receive and place on file.

10. Medical Examiner - Budget Status Financial Report for July 2017. Receive and place on file.
11. Medical Examiner 2018 Six-Year Capital Improvement Plan (CIP). Receive and place on file.
12. 2017 Medical Examiner Activity Spreadsheet. Receive and place on file.
13. Sheriff - Budget Status Financial Report for July 2017. Receive and place on file.
14. Sheriff 2018 Six-Year Capital Improvement Plan (CIP). Receive and place on file.
15. Sheriff - Budget Adjustment Request (17-64): Any increase in expenses with an offsetting increase in revenue. To approve.
16. Sheriff - Update on Jail Addition – *Standing item.* To move forward and make it a standing item.
17. Sheriff's Report. Receive and place on file.
18. Audit of bills. To pay the bills.

**fi) REPORT OF SPECIAL PUBLIC SAFETY COMMITTEE OF SEPTEMBER 20, 2017:**

1. Resolutions/Ordinances - Resolution Approving Budget Adjustment General Fund Usage. *Motion pending the Sept. 20<sup>th</sup> Special meeting.* See Resolution & Ordinances.

**10. RESOLUTIONS & ORDINANCES:**

**Budget Adjustments Requiring County Board Approval**

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

**Administration Committee**

- b. Ordinance to Amend Section 2.06 of Chapter 2 of the Brown County Code of Ordinances Entitled "Administration Committee". *Motion at Admin: To hold for one month.*

**Administration Committee and Executive Committee**

- c. Initial Resolution Authorizing the Issuance of Approximately \$20,815,000 General Obligation Refunding Bonds of Brown County, Wisconsin. *Motion at Admin: To approve; Motion at Exec: To approve.*
- d. Resolution to Acquire Parking Lot Property. *Directive out of Closed Session at Exec: Give Corporation Counsel authority to draft a resolution to go to Administration Committee and County Board to contract with Associated Bank to purchase parking lot for nominal amount.*

**Administration Committee and Public Safety Committee**

- e. Resolution Approving Budget Adjustment General Fund Usage. *Motion at Admin: To approve; Motion pending 09/20/17 Special Public Safety meeting.*

**Executive Committee**

- f. Resolution Adopting Brown County's 2018 Six-Year Capital Improvement Plan. *Motion at Exec: To approve.*
- g. Resolution Authorizing First Amendment to \$1,540,108 Brown County, Wisconsin, Industrial Development Revenue Bonds (WESCO PROJECT) Series 2010 Bonds. *Motion at Exec: To approve.*
- h. An Ordinance Amending Subsection 2.13(4)(h) of Chapter 2 of the Brown County Code of Ordinances. *Motion at Exec: To approve striking closed session language on future County Board agendas if the Board will not be meeting in closed session due to lack of committee action or motion.*

**Executive Committee; Human Services Committee; and Planning, Development & Transportation Committee**

- i. Resolution Providing One-Time Supplemental Compensation to: 1) Employees in IBEW Local 158 Bargaining Unit; and 2) Employees in the Brown County Human Services Professional Employees Association. *Motion at Exec: To approve 4 to 2; On 08-07-2017 the Executive Committee unanimously passed Motions directing Human Resources and Corporation Counsel to draft a Resolution to provide one-time supplemental compensation, in line with the 1.0% and \$400.00 base wage increases provided in 2017 to non-union general employees, to employees in these two unions without impacting their base wages; Note this resolution is scheduled to go before the 09/25/17 PD&T and 09/27/2017 Human Services meetings.*



**Land Conservation Subcommittee and Planning, Development & Transportation Committee**

- j. An Ordinance Amending Subsection 26.11(4) of Chapter 26 of the Brown County Code of Ordinances. Motion at Land Con: To send back to staff to clarify the adjacent property owner definition and variance questions; Motion at PD&T: To refer back to the motion made at Land Conservation Subcommittee.

**11. CLOSED SESSIONS:**

**Administration Committee & Executive Committee:**

- a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(e), i.e. deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, deliberating and negotiating strategy and options regarding obtaining property for employee parking downtown.
- b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Brown County Board of Supervisors shall convene into closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, as competitive or bargaining reasons require a closed session here for deliberating and negotiating strategy and options regarding obtaining property for employee parking downtown.
- c. Reconvene into Open Session: The Brown County Board of Supervisors shall reconvene into open session for possible voting and/or other action regarding obtaining property for employee parking downtown.

**12. Such other matters as authorized by law.**

**13. Bills over \$5,000 for period ending August 31, 2017.**

**14. Closing Roll Call.**

**15. Adjournment to Wednesday, October 18, 2017 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.**

Submitted by:



Patrick W. Moynihan, Jr.  
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

# BOARD OF SUPERVISORS

*Brown County*



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
Phone: (920) 448-4015 FAX (920) 448-6221  
E-Mail: BC\_County\_Board@co.brown.wi.us

Judge Thomas Walsh

## **CRIMINAL JUSTICE COORDINATING BOARD**

**Thursday, September 21, 2017**

**8:00 a.m.**

**Brown County District Attorney's Office  
Truttman Room, First Floor  
300 E. Walnut Street  
Green Bay, Wisconsin**

1. Call meeting to order.
2. Approve/modify agenda.
3. Approve/modify minutes of July 13, 2017.
4. Jail population numbers including pre-trial detentions (Larry Malcomson).
5. Jail overcrowding issue upon referral from Brown County Public Safety Committee.
6. Such other matters as authorized by law.
7. Adjourn.

Honorable Thomas Walsh, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



BROWN COUNTY LIBRARY  
515 PINE STREET GREEN BAY, WI 54301-5194

PHONE (920) 448-5810  
FAX (920) 448-4364

**BRIAN M. SIMONS**  
EXECUTIVE DIRECTOR

Simons\_BM@co.brown.wi.us  
www.browncountylibrary.org

*"A catalyst for community advancement."*

## **BROWN COUNTY LIBRARY BOARD**

### **Central Library**

**515 Pine Street, downtown Green Bay**

**Thursday, September 21, 2017**

**5:15 p.m.**

### **AGENDA**

1. Call to Order
2. Approve Agenda and Minutes
3. Communications and Open Forum for the Public

### **CLOSED SESSION**

4. **Open Session:** Discussion and Possible Motion to Convene in Closed Session
5. **Closed session** pursuant to Wis. Stat. § 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
6. **Reconvene in Open Session:** Approve any action that may have been recommended in Closed Session
7. **Library Business**
  - A. Finance Report, Bills and Donations
  - B. Discussion and Possible Action Regarding ½ % sales tax
8. **Facilities**
  - A. Facilities Manager's Report
  - B. Discussion and Possible Action Regarding Realtor RFP

12. Discuss library's dependency on/relationship with Brown County Human Resources
13. President's Report
14. Library Director's Report
15. Old Business
16. Such Other Matters as are authorized by Law
17. Adjournment

*Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.*

*Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.*



Marissa Meli  
Library Board President



## SEPTEMBER 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 We will be <b>CLOSED</b> TO OBSERVE <b>Labor DAY</b>	5	6 Public Safety 11:00 am	7	8	9
10	11 Executive Cmte 5:30 pm	12 Joint Board of Health & Human Services Cmte 5:30 pm	13 Admin Cmte 6:15 pm (Note date change)	14	15	16
17	18	19 Veterans Recognition Subcmte 4:30 pm	20 Mental Health AdHoc 12:00 pm <b>Board of Supervisors</b> 7:00 pm	21 Criminal Justice Coordinating Board 8 am	22	23
24	25 Land Con 6 pm PD&T 6:15 pm	26	27 Human Services Cmte 5:30 pm	28 Ed & Rec 5:30 pm @ BC Golf Course	29	30

## BROWN COUNTY COMMITTEE MINUTES

- Neville Public Museum Governing Board (September 11, 2017)
- Planning Commission Board of Directors (August 2, 2017)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

OR

Contact the Brown County Board Office or the County Clerk's Department

**NEVILLE PUBLIC MUSEUM**  
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS  
NEVILLEPUBLICMUSEUM.ORG

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**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, September 11, 2017 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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**PRESENT:** Kevin Kuehn, Bernie Erickson, Erik Hoyer, Sandy Juno, Tom Sieber, and Kramer Rock  
**ALSO PRESENT:** Kevin Cullen, Kasha Huntowski and Beth Lemke

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**CALL MEETING TO ORDER**

1. Chairman Kuehn called the meeting to order at 4:33PM.

2. **APPROVE/MODIFY AGNEDA**

Motion made by Kramer Rock and seconded by Erik Hoyer to approve the agenda.

Vote taken. **MOTION APPROVED UNANIMOUSLY.**

3. **Museum Director Report.**

Museum Director Lemke updated the Board on for attendance and gate through August 31, 2017. In 2017, the museum is slightly down in attendance by 1300 guests. However, the museum is down \$8,400 in gate. Museum Director Lemke attributes this to a very successful July and August 2016. The Tall Ship Festival was in August 2016 and the museum adjacent to the festival grounds along with working closely with the event promoters significantly added to the visitation. Museum Director Lemke stated that she is closely monitoring monthly transactions and expects a strong fourth quarter due to the combination of exhibits and marketing plan.

Museum Director Lemke shared that the 2018 budget process was moving quickly along and that provided the updated department goals and strategies that included the CIP Core Gallery Renovation and the 2022. She stated that the Executive had increased the amount in the advertising and public notice post budget meeting. She stated that she was pleased as this allows for greater flexibility in the 2018 promotions plan, which would be shared at the next meeting. Further, the 6 year CIP document includes the Core Gallery Renovation and funding in the budget years desired.

Summer outreach has completed for the season. Staff reached almost 10,000 people through their efforts and guests have redeemed over 800 buy one, get one offers and free passes. The highest rate of return has been with partner organizations such as Breakfast on the Farm outreach, Downtown Green Bay Farmers Market outreach, Casa Alba Melanie, and the Green Bay Art Colony.

Museum Director Lemke updated the Board about a request that came up at the August Education and Recreation Committee regarding the Arena. She shared links to historic photographs on the Arena and Military images within the collection of the Neville with all Supervisors who were in attendance of that meeting.

Last, Museum Director Lemke updated the Board on professional recommendations provided to Chief Smith per Alder Scannell for displaying in the Green Bay Police Department lobby the girder from the 9-11 Monument and to Alder Steuer regarding state regulations to take into account for public archaeology in Wisconsin.

Discussion ensued; Supervisor Erickson requested the staff to think about alternative sources of revenue that

could be produced for internally created temporary exhibits. Museum Director Lemke stated she would take his request to staff for further consideration.

4. Museum Deputy Director Report.

Deputy Director Cullen informed the Board about delivery and installation of *Permian Monsters: Life Before Dinosaurs*. He acknowledged and thanked Chairman Kuehn for his personal assistance in providing a forklift and running the machine unloading the materials associated with *Permian Monsters*.

Deputy Director Cullen reminded the Board that 2017's *Holiday Memories* exhibit would not be displayed in a gallery rather the exhibit will be spread throughout the museum. Displays and vignettes of the figures will be presented in the auditorium, lobby, mezzanine and core gallery. *The Children Only Shop* and *Bruce the Spruce* will be on the mezzanine. He reminded the Board that the 2018 *Holiday Memories* will be located in the WPS Gallery.

Deputy Director Cullen also shared that the museum will be once again partnering with the Green Bay Public School District and will be the host venue for *EQUATE*. *EQUATE* features kindergarten- twelfth grade student art from the Green Bay East Strand November 22, 2017-January 7, 2018. He also provided updates on the arrivals and artifact selection of *Exquisite Miniatures: The Art of Wes & Rachelle Siegrist* (January 20, 2018) and *Into the Arctic* (April 14, 2018).

Discussion ensued; full support of the projects are to be noted.

5. Such other matters as authorized by law:

Supervisor Erikson shared that Beth Lemke and Louise Pfotenhauer went on a site visit with him to the Marks (Everett and Eugene) Brothers. The Marks Brothers were commercial fishermen on the Bay of Green Bay. Museum staff will discuss internally what artifacts they may ask to borrow from the family to highlight this business and industry in our region.

Next meeting of the Neville Public Museum Governing Board will be Monday, October 9, 2017 at 4:30pm  
2017 meeting date are as follows:

Monday, November 13, 2017

Monday, December 11, 2017

6. Adjournment. Chairman Kuehn called the meeting to an end at 5:03PM.

Motion made by Erik Hoyer and seconded by Bernie Erickson to approve.

Vote taken. MOTION APPROVED UNANIMOUSLY.



**Minutes**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, August 2, 2017**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room**  
**Green Bay, WI 54302**  
**6:30 p.m.**

**ROLL CALL:**

Paul Blindauer	<u>X</u>	Frederick Heitl	<u>X</u>	Glen Severson	<u>X</u>
James Botz	<u>Exc</u>	Phil Hilgenberg	<u>X</u>	Ray Tauscher	<u>Exc</u>
Brian Brock	<u>X</u>	Jacob Immel	<u>X</u>	Norbert Van De Hei	<u>X</u>
William Clancy	<u>X</u>	Kathleen Janssen	<u>Exc</u>	Jason Ward	<u>Exc</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>X</u>	Dave Wiese	<u>X</u>
Bernie Erickson	<u>X</u>	Dave Kaster	<u>Exc</u>	Matthew Woicek	<u>X</u>
Kim Flom	<u>X</u>	Patty Kiewiz	<u>X</u>	Reed Woodward	<u>X</u>
Steve Grenier	<u>X</u>	Michael Malcheski	<u>X</u>		
Mark Handeland	<u>X</u>	Gary Pahl	<u>X</u>	City of Green Bay (Vacant)	
Matthew Harris	<u>X</u>	Terry Schaeuble	<u>Exc</u>	Br. Co. Board – De Pere (Vacant)	

**OTHERS PRESENT:** Chuck Lamine, Cole Runge, Dan Teaters, Jennifer Hallam-Nelson and Lee Novak (audience)

1. Approval of the minutes of the June 7, 2017 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by S. Grenier and seconded by G. Pahl to approve the minutes of the June 7, 2017, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Receive and place on file the draft minutes of the June 12, 2017 meeting of the Brown County Transportation Coordinating Committee.

A motion was made by P. Kiewiz and seconded by D. Juengst to receive and place on file the draft minutes of the June 12, 2017 meeting of the Brown County Transportation Coordinating Committee. Motion carried.

3. **Public Hearing:** Major Amendment to the 2040 Brown County Sewage Plan proposing the addition of 78.74 acres to the Village of Wrightstown SSA.

D. Teaters opened the public hearing.

D. Teaters asked if anyone wished to speak.

Lee Novak with Robert E. Lee & Associates Inc., representing the Village of Wrightstown. L. Novak stated he assisted with the amendment and is in attendance to answer any questions.

D. Teaters asked a second and third time if anyone else wished to speak. Hearing no further comment, D. Teaters closed the public hearing.

4. Discussion and action on the Village of Wrightstown – Major Amendment to the 2040 Brown County Sewage Plan SSA 2017-01 VWR.

D. Teaters provided a brief overview via PowerPoint.

The Village of Wrightstown is requesting an amendment for their sewer service area. There are three areas that are proposed; one area is on the very northern part of the community (areas defined as 1, 2 & 3 on the application). Area 4 is at the southern and eastern portion of the community. D. Teaters reviewed the detailed maps. D. Teaters reviewed the criteria and breakdown in the staff report.

D. Teaters opened the floor up for questions/discussions.

P. Blindauer asked what the proposed use for area 2 was. D. Teaters stated part of area 2 is already developed (water tower), and the remainder will be used for commercial or industrial development.

G. Paul asked how can they hop-skip around the Village. D. Teaters explained and pointed out the Town's and Village's community boundaries. To keep the areas contiguous to the existing sewer service area, they had to make sure the parcels on the east side of CTH U were touching existing sewer service areas and because these areas of right-a-way exist, and those are within the Village, those areas are contiguous. C. Lamine asked if the area on the other side of CTH U is within the Village. D. Teaters stated that it is within the Village, but outside of Brown County. D. Teaters indicated that there is a Memorandum of Understanding with East Central Regional Planning Commission, as well as Outagamie County.

Discussion on sewer. D. Teaters also explained that the proposal is to run sewer and water down CTH U. C. Lamine explained some of the factors that are considered. We look at if it is, and they are contiguous to a sewer service area that they have within the Outagamie County side of the road. We do, as part of the requirement for application process, ask for notification of the town and the town is invited to comment. The allocation of acreage that is provided is based on a population projection for the Village of Wrightstown. C. Lamine stated that Lee Novak, on behalf of the Village, could answer any specific questions the Board has regarding information on the engineering or the design or the ability to extend sewer to the area.

G. Pahl questioned farmland preservation. D. Teaters explained that the current zoning of the parcels is not part of the review for a sewer service area amendment, and explained that the Village would need to re-look at the zoning once the sewer service is provided to the area.

M. Malcheski asked where is the sewer main line on CTH U, on the side of the road or down the middle?

A motion was made by S. Grenier seconded by D. Juengst to open the floor. Motion carried.

L. Novak stated that the intent is to go down the west side of the road for both the sanitary and water. The end of the sanitary is just off the map on the south side and the water main is to the water tower and onward - they'll be eight feet apart. A permit application was submitted to Outagamie County as there is wetlands in those ditches. The intent is to also provide service to the property on the west side of CTH U, which is in the Village sewer service area

and is contiguous to Royal St. Patricks Golf Course, so sewer and water will also be provided to the properties on the west side of CTH U.

F. Heitl asked about annexed properties and our policy if letters of support have not been received yet? C. Lamine indicated that the properties have been annexed by petition of the property owners. Letters of support for the sewer service area amendment have been requested as a condition of approval.

M. Malcheski questioned where the new water line runs? L. Novak indicated it runs on the east side of Hwy 41.

Discussion on stormwater facilities, L. Novak indicated he has not seen any proposed development plans as of yet, but yes, will have to meet Village, County codes. G. Pahl expressed concern of flooding out neighbors.

A motion was made by D. Wiese seconded by M. Malcheski to close the floor. Motion carried.

N. Dantinne stated he thought that the municipalities had to have a cooperative agreement in place, signed, before they had a sewer service amendment. N. Dantinne stated it seems like a lot of concerns between the Village and Town of Wrightstown. In lieu of land, in lieu of tax. Based on the annex, N. Dantinne stated that he didn't know if he could support a sewer service area amendment. N. Dantinne asked if the Town of Wrightstown and Village of Wrightstown, are talking together. D. Teaters stated, within the past year or two, and possibly longer, there had been discussions concerning a boundary agreement. D. Teaters stated he does not know where the discussion are at this point. D. Teaters stated that he did have a meeting with the Town and met with NEW Water and discussed servicing the area, and at the meeting, it was determined, prices were going to be very high to service it for the Town. At the end of the meeting, it was understood that in the immediate future, the Town just wasn't going to be able to service the area. D. Teaters stated that as far as an agreement between the two communities, from what D. Teaters understands in the sewer service area plan, an agreement is only required if a sewer service area amendment proposal would include property that is within both communities sewer service area. At the time this was submitted, the right-of-way for the entire east side of the road, which is within the Town connecting area one and area two, was supposed to be part of this. D. Teaters stated he worked with L. Novak and his staff concerning the agreement. Instead, they were able to make it contiguous and exclude that part of the road so that the sewer service amendment was not occurring in the Town.

C. Lamine stated that the two factors were – one community would already identify a sewer service amendment for the town, the annexation would occur and the village or the city would ask for an amendment for the same area for the area the other community would have already planned for sewer service area – that's not the case here. The other element typically was identifying the area within a sanitary district. The Town has not identified it as within a sanitary district. Additionally, another element of a sewer service plan is to have a cost effective means of providing sewer service to the area, and as D. Teaters indicated, the cost for the Town would be cost prohibitive.

S. Grenier stated that he understood that these areas have been annexed by the Village already – that they are not Town property – but Village property, and the land uses proposed are consistent with the Village of Wrightstown comprehensive plan and have met all other procedural steps required by the sewer service amendment process.

G. Pahl expressed the Towns concerns regarding their need for a stormwater runoff management plan.

B. Erickson suggested tabling this item until next meeting to address G. Pahl's concerns with the Village and the Town and include comments in the amendment for approval. C. Lamine expressed concern. The stormwater management plan is not within our authority and will be handled by a different body at a different date.

A motion was made to open the floor by S. Grenier, seconded by D. Juengst. Motion carried.

Question asked if they have a stormwater management plan? L. Novak indicated yes and intend to enforce it. L. Novak stated he hopes the Board will approve the amendment tonight. L. Novak indicated that there are plans to put in the sewer and water in this calendar year and construction is set to begin on both this calendar year. The first step to get a sewer extension approval is it has to be in a sewer service area. There are several other approvals that need to be completed before sewer construction can begin.

L. Novak was asked to explain if it's over one acre of disturbed land you need to have DNR approval on stormwater management plan. L. Novak indicated that both of these projects will entail having to do a stormwater management through the DNR.

G. Pahl asked if this was state mandated? L. Novak indicated, yes, state mandated and Village mandated.

A motion was made by S. Grenier, seconded by D. Juengst to return to regular order. Motion carried.

A motion was made by S. Grenier and seconded by J. Immel to approve the Major Amendment to the 2040 Brown County Sewage Plan SSA 2017-01 VWR as identified in the staff recommendations. G. Pahl voted Nay. Motion carried.

5. Approval of a local assistance contract with the Town of Scott to prepare comprehensive plan update maps and figures.

C. Lamine stated that the Town is working on their comprehensive plan update, and while staff are not doing their entire comprehensive plan update, the Town has requested that staff prepare the maps for their document. C. Lamine stated that the contract is for \$10,000 with work occurring this year and going into next year. C. Lamine stated that the contact information on page 5 of the document should be replaced with C. Lamine's email address. Staff asks that the BCPC Board of Directors approve the local assistance contract with the Town of Scott to prepare comprehensive plan update maps and figures.

A motion was made by G. Pahl and seconded by K. Flom to approve the local assistance contract with the Town of Scott to prepare a comprehensive plan update maps and figures. Motion carried.

6. Discussion regarding the Specialized Transportation Mobility Coordinator's report for the 2<sup>nd</sup> quarter of 2017.

C. Runge introduced Jennifer Hallam-Nelson, Mobility Coordinator.

J. Hallam-Nelson highlighted portions of her report.

Privacy issues were raised concerning having customer names appearing in the report. Names will be redacted from report that is included in the agenda packet that is available on-line.

A motion was made by K. Flom and seconded by J. Immel to receive and place on file the Specialized Transportation Mobility Coordinator's report for the 2<sup>nd</sup> quarter of 2017. Motion carried.

7. Brown County Planning Commission staff updates on work activities during the month of June and July, 2017.

A motion was made by B. Erickson and seconded by D. Wiese to receive and place on file the staff updates on work activities during the month of June and July, 2017. Motion carried.

8. Directors Report.

C. Lamine acknowledged that there was a delay in receiving the agenda packets. C. Lamine stated that staff will look into the mail processing service again. Some board members stated that they had trouble with the link to the packet in the second email. C. Lamine stated staff will look into that.

C. Lamine stated he is working on the 2018 budget and indicated that we will be bringing the budget to the October Planning Commission meeting for the Board's approval.

C. Lamine provided an update on the STEM (Science, Technology, Engineering, and Math) Innovation Building. C. Lamine stated that the county has received the grant from the governor, however, we are still waiting to see if the budget is approved. The County is working with UWGB on fundraising efforts and those fundraising efforts are going well. C. Lamine also stated that the sales tax was approved. C. Lamine indicated that an RFP process to hire an architectural engineering firm for design of the building was completed. There were eight great applicants and Somerville Inc. was chosen.

C. Lamine noted that we are recruiting for a principal planner position.

C. Runge provided an update on the southern bridge.

A motion was made by B. Erickson and seconded by P. Kiewiz to receive and place on file the Directors Report. Motion carried.

9. Other matters.

None.

10. Adjourn.

A motion was made by P. Blindauer and seconded by G. Paul to adjourn. Motion carried.

The meeting adjourned at 7:30 p.m.

**STAFF REPORT  
TO THE  
BROWN COUNTY PLANNING COMMISSION  
August 2, 2017**

**June & July, 2017 Staff Activity Reports**

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**The recent major planning activities of Chuck Lamine, Planning Director:**

- Attended two Economic Development Committee Department Head meetings with County Executive.
- Met with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center building.
- Coordinated and attended the June 1 Brown County Economic Development Revolving Loan Fund Committee meeting.
- Attended Brown County budget kickoff meeting.
- Prepared and coordinated 2018 Planning and Land Services (PALS) department budget for submittal to County Executive.
- Assisted Planner I – Housing with administration of the CDBG Housing program. Developed budget for 2018.
- At the request of the Town of Green Bay chairman, prepared a scope and proposal for contracted planning services to assist the Town in developing an Area Comprehensive Plan amendment and Zoning Code changes for the Marion Shrine area near Champion.
- Coordinated with County, UWGB and Einstein Project staff to discuss administrative processes for lease agreement with UW system for STEM Innovation Center and Research Park development.
- Attended the Brown County/City of Green Bay Stadium District meeting on June 12.
- Attended a Department Head meeting regarding the class and compensation plan.
- Reviewed and scored eight responses to the RFP for architecture and engineering services for the Brown County STEM Innovation Center building.
- Participated and led the RFP Scoring Team for the STEM Innovation Center architecture and engineering RFP.
- Conducted interviews for four firms with proposals for the STEM Innovation Center architecture and engineering RFP.
- Met with Brown County, UWGB and UW System representatives to discuss the project timeline for the completion of the STEM Innovation Center project as well as a list of information needed from the UW System and UWGB to continue with the project planning.
- Met with PALS Land Information Office (LIO) staff and the Register of Deeds to discuss LIO funding.
- As Brown County appointment attended a Village of Ashwaubenon TIF Joint Review Board meeting June 13.
- As Brown County appointment attended a Village of Hobart TIF Joint Review Board meeting June 19.
- As Brown County appointment attended a Town of Ledgeview TIF Joint Review Board meeting June 26.
- As Brown County appointment attended a Village of Howard TIF Joint Review Board meeting June 28.

- As Brown County appointment attended a Village of Suamico TIF Joint Review Board meeting June 29.
- As Brown County appointment attended a Village of Wrightstown TIF Joint Review Board meeting July 10.
- As Brown County appointment attended a Village of Allouez TIF Joint Review Board meeting July 17.
- As Brown County appointment attended a City of De Pere TIF Joint Review Board meeting July 24.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan amendments and Environmentally Sensitive Area (ESA) protection.
- Prepared Request to Fill forms for the vacant Principal Planner position.
- Participated in three Southern Bridge EIS/Interstate Access Justification Report (IAJR) Lead Agencies meeting with the Principal Transportation Planner and representatives of the WisDOT Northeast Region Office.
- Discussed the status of the IAJR's Engineering and Operations Analysis with Brown County's consultant (SRF) and the Principal Transportation Planner.
- Met to discuss the most recent conceptual interchange design and sign layout report from SRF for the IAJR's Engineering and Operations Analysis. Also reviewed the latest future year (2045) traffic forecasts from SRF for the IAJR's "No Build" and Scheuring Road-Heritage Road bridge project alternatives.
- Prepared for and participated in a meeting with the Principal Transportation Planner and the Town of Lawrence's Chairperson, Town Administrator, and Zoning Administrator to discuss the status of the Southern Bridge Project and planned developments in the town.
- Prepared for and participated in a meeting with the County Executive, County Board Chairman, a County Board Supervisor and the Town of Lawrence's Chairperson and Town Administrator, to discuss the status of the Southern Bridge Project and planned developments in the town.
- Conducted Planning and Land Services Department manager's staff meetings and Planning Staff meetings.
- Attended a meeting to discuss implementation of the new land records computer system LandNav with PALS, Technical Services and Treasurers Office staff.
- Attended a meeting to discuss cost sharing alternatives for software maintenance costs for the LandNav system with PALS, Technical Services, Treasurers Office, Register of Deeds and Land and Water Conservation Department staff.
- Discussed the programmed Lineville Road (CTH M) reconstruction project with the principal Transportation Planner and representatives of the Brown County Public Works Department.
- Discussed status of Southern Bridge project with County Executive, Principal Transportation Planner and County Director of Public Works.

**The recent major planning activities of Cole Runge, Principal Transportation Planner:**

- Participated in three EIS/Interstate Access Justification Report (IAJR) Lead Agencies meetings with the County Planning Director and representatives of the WisDOT Northeast Region Office.
- Discussed the status of and next steps for the IAJR's Engineering and Operations Analysis with Brown County's consultant (SRF).
- Reviewed the most recent conceptual interchange design and sign layout report from SRF for the IAJR's Engineering and Operations Analysis. Also reviewed the latest future

year (2045) traffic forecasts from SRF for the IAJR's "No Build" and Scheuring Road-Heritage Road bridge project alternatives.

- Prepared for and participated in a meeting with the County Planning Director and the Town of Lawrence's Chairperson, Town Administrator, and Zoning Administrator to discuss the status of the Southern Bridge Project and planned developments in the town.
- Updated the major events and meetings chronology for the EIS/IAJR process.
- Discussed the programmed Lineville Road (CTH M) reconstruction project with the County Planning Director and representatives of the Brown County Public Works Department, Village of Howard, and Village of Suamico.
- Developed and distributed the agenda and information packet for the June meeting of the Brown County Transportation Coordinating Committee (TCC). Also chaired the meeting and presented information to the TCC members.
- Organized and scheduled a meeting of the Brown County TCC's Section 5310 Application Review Subcommittee for the CY 2018 funding cycle.
- Reviewed and commented on street and highway Level of Service (LOS) forecasts from WisDOT that were developed for the MPO's 2017 Congestion Management Process (CMP) Update.
- Prepared for and participated in meetings with an MPO Transportation/GIS Planner and representatives of WisDOT, the Brown County Public Works Department, and the City of Green Bay Department of Public Works regarding possible methods of reducing traffic congestion along state highways, county highways, and city streets for the 2017 CMP Update.
- Continued to collect and analyze crash data for the Green Bay Metropolitan Planning Area for the non-recurring congestion section of the 2017 CMP Update.
- Reviewed and commented on the Draft Green Bay Metro Strategic Plan that was developed in 2011. Also met with the Senior Transportation Planner and Metro administrative staff three times to discuss and update the draft plan. Following these meetings, I provided additional comments about the updated draft plan, developed potential transit system performance targets, and assembled a final draft of the plan that was distributed to Metro administrative staff.
- Participated in a Safety Target Setting Coordination and Training Workshop with representatives of WisDOT, some of the state's other MPOs, and the Federal Highway Administration (FHWA).
- Collected and analyzed serious injury and fatal crash statistics for the Green Bay Metropolitan Planning Area between 2012 and 2016 in preparation for establishing the MPO's traffic safety performance targets.
- Developed a summary of vehicle-deer crashes in the Village of Allouez between 2012 and 2016 at the request of a BCPC Board member.
- Prepared for and participated in two meetings with representatives of the Green Bay Area Public School District, City of Green Bay, and Live54218 to continue to develop a Request for Proposals (RFP) for a Safe Routes to School/Bicycle and Pedestrian Plan within the city.
- Prepared for and participated in an MPO mid-year review teleconference with representatives of the WisDOT Northeast Region and Central Offices.
- Discussed connecting the Mountain-Bay Trail to a trail on the west side of the City of Green Bay with a representative of the Green Bay Parks, Recreation, and Forestry Department.
- Reviewed and scored applications for 2018-2022 Surface Transportation Block Grant (STBG) funds with the Senior Transportation Planner.



- Reviewed a game day parking audit for Lambeau Field that was performed by the Packers organization. Also met with the County Planning Director, Senior Transportation Planner, and representatives of the Packers to discuss parking and pick-up/drop-off locations and procedures for disabled persons at the stadium.
- Developed the MPO's cost allocation plan and grant summary for the 2018 PALS Department budget. Also developed a budget initiative summary of why the PALS Department intends to take over administrative responsibility for the county's state-funded Specialized Transportation Assistance Program (State Stat. 85.21) in 2018.
- Developed the MPO's report and reimbursement request to WisDOT for the second quarter of 2017. Also developed a transportation division expense report for the second quarter at the request of Brown County's Administration Department.
- Participated in a discussion with the Senior Transportation Planner and a representative of the Federal Transit Administration (FTA) regarding the transit elements of Amendment 2 to the 2017-2021 Transportation Improvement Program (TIP).
- Reviewed an example of best practices for tracking and demonstrating progress on transportation system performance at the request of WisDOT for a discussion at the July MPO Directors Meeting. Also completed a worksheet to use for the discussion.
- Conducted three MPO staff meetings.

**The recent major planning activities of Dan Teaters, Senior Planner:**

- Town of Holland Comprehensive Plan Update
  - Completed draft Chapter 1 – Issues and Opportunities
  - Completed draft Chapter 3 – Transportation
  - Presented draft chapters 1 & 3 – 7/25/17
- Certified Survey Maps (CSMs)
  - Began Review of 15 new CSMs
  - Completed review of 24 CSMs
  - Signed and filed 15 CSMs
  - Cursory review for City of De Pere and City of Green Bay
    - C of De Pere – 0
    - C of Green Bay - 2
- Plats
  - Preliminary Plats
    - Began review of 3 preliminary plats
    - Completed review of 1 preliminary plat
  - Final Plats
    - Began review of 0 final plat
    - Completed review of 1 final plats
- ESA Amendments
  - Completed 1 ESA Plan Corrections
  - Completed 1 Minor ESA Amendment
  - Three site visits to determine potential ESA violations.
- Sewer Service Area Amendments (SSA)
  - Began review of two SSA amendment – V of Wrightstown & V of Hobart.
- Assisted 100+ members of the public or local communities with inquiries related to natural resources and/or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA

violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.

- Attended a meeting with City of Green Bay, Brown County Parks, and Baird Creek Preservation group to discuss construction of a bridge over Baird Creek for trail reroute.
- Met with the Town of Ledgeview to discuss land division review process. 6/7/17
- Rain garden inspection - Village of Suamico. 6/1/2017
- Site visit within Bedford Heights Subdivision (V of Bellevue) to discuss future development and ESA issues. 6/19/17
- Met with Ecology and Environment Inc. to discuss ESA impacts of a utility project in Brown County. 7/26/17
- Met with three Brown County communities/entities to discuss Sewer Service Area expansion. 6/20/17, 7/5/17, 7/26/17

**The recent major planning activities of Lisa Conard, Senior Transportation Planner:**

- Finalized the *Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan*. The MPO is required to update the plan every three years. The plan will help ensure that MPO programs do not discriminate based on race, color, and national origin. The plan must also ensure the MPO complies with provisions of Environmental Justice (minority and low-income populations) and Limited English Proficiency executive orders. Presented plan to BCPC Board of Directors for approval and submitted plan to FHWA, FTA, and WisDOT for approval consideration.
- Completed the *Mid-Year Update-Amendment #2 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
  - Worked with WisDOT and Metro staff to identify amendment detail.
  - Worked with WisDOT and Metro staff to identify possible and best use of \$369,840 in vacated 2017 Federal Surface Transportation Block Grant (former STP-U) funds.
  - Prepared draft amendment document.
  - Provided information to the Transportation Subcommittee.
  - Submitted draft document to interested parties and FHWA, FTA, and WisDOT.
  - Prepared and issued public participation materials, social media posts, and legal notice.
  - Scheduled and held public review and comment period and public hearing.
  - Presented document to BCPC Board of Directors.
  - Submitted document to FHWA, FTA, and WisDOT for approval consideration.
- Continued work on the *Draft 2018-2022 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*. Answered questions regarding process and potential project applications with potential STBG applicants. Began collecting and scoring projects submitted for Federal Surface Transportation Block Grant Funds. The BCPC Board of Directors will assign \$4,347,101 to qualifying projects in October of 2017. Collaborated with WisDOT staff regarding candidate project cost estimates.
- Presented the *Green Bay Metro Quarterly Route Data and Analysis, May 2017* edition to the Green Bay Transit Commission.
- Partnered with Green Bay Metro staff in an effort to finalize the strategic plan for the system. The completed plan will go before the Transit Commission in August or September.
- Attended a meeting at the East Central Wisconsin Regional Planning Commission (ECWRPC) office regarding data needs for study to be conducted in 2017. The study

involves two issues, building a Northeast Wisconsin regional transit model and examining a commuter-type service through the Oshkosh-Appleton-Green Bay corridor. Met with Metro staff to discuss data needs and data download options through Metro's farebox/on-board GFI system. Reviewed and provided comment on a survey designed for the general public and a survey for employers only. The surveys will help gauge demand for service. ECWRPC received a grant to complete this work.

- Prepared a summary detailing the performance of MTM in regards to substantiated complaints, unsuccessful trips and phone wait times. MTM is the private transportation broker hired by the Wisconsin Department of Health Services to coordinate Non-Emergency Medical Transportation (NEMT) services for qualifying Medicaid and BadgerCare Plus clients. MTM provides approximately 8,900 rides to Brown County residents per month.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Attended a meeting hosted by WisDOT regarding the upcoming Section 85.21 cycle. Programming and related requirements were discussed.
- Participated in the first Specialized Mobility Management Program for Brown County Focus Group meeting.
- Participated in the Transportation Coordinating Committee (TCC) meeting on June 12. Recorded and wrote minutes.
- Participated in the Brown County Planning Commission Board of Directors meeting the evening of June 7. Presented several items.
- Participated in Green Bay Transit Commission meetings on June 21 and July 19.
- Participated in MPO staff and BCPC staff meetings as necessary.

**The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:**

- Continuing to coordinate the 2017 aerial photo project. Pilot photos received, checked for quality. Municipal & WPS invoices mailed.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed.
- Continued to assisting Technology Services & Public Safety Communications with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks.
- Created a 911 data refresh for the current system and the new Securus system. Participated in weekly conference calls. Assisted with ArcGIS Server purchase.
- Attended the Esri User Conference in San Diego July 10-15
- Completed grant reports for the Wisconsin Department of Administration
- Continued to assist Tech Services staff regarding a GIS Server upgrade project
- Made edits to the GIS database (new subdivisions, street additions/vacations, annexation, addressing, navigability determinations, environmentally sensitive areas, hydrography, watersheds, etc.)
- Produced custom maps showing growth in equalized value for the Dept. of Administration
- Assisted UW-Extension with geocoding addresses that are part of their community gardening program.
- Assisting the Parks Department with a map showing dog-friendly parks
- Compiled the LIO 2018 budget and participated in department budget meetings.
- Held a Land Information Council meeting on July 27

- Modified several online interactive apps including: Fox River Trail, Business Parks, BrownDog, NEW ZOO map.
- Submitted updated Ward information in GIS format to the Wisconsin Department of Administration as part of the WISE-Decade program
- Provided GIS data or other services for A3E Environmental, AECOM, Ayres Associates, CQM Inc, Ecology and Environment Inc., Foth Infrastructure & Environment, Mau & Associates, McMahon, R.A. Smith National, REL & Associates, Sanborn, SEH Inc., Via Rail Engineering, Brown and Caldwell, Hager Dewick & Zuengler SC, Valley Custom Fence, C&C Custom Builders, Fincantieri Marinette Marine, Frontier GeoTek, ADC, ALK Technologies Inc., EFJ Associates, GoJimmer Real Estate, Score Realty Group LLC, Situs Consulting, Becher Hoppe Associates Inc., TKDG Family Investments LLC, Performa Inc, Spangenberg Law Offices LLC, Steimle Birschbach LLC, Epiphany Law, Godfrey & Kahn SC, Symbiont, Thornberry Creek HOA, Charter Communications, Major League Development, Investors Community Bank, Nicolet National Bank, MHS Wisconsin, NEW Water, Fox-Wolf Watershed Alliance, Coastal Management Program, Wisconsin DNR, Wisconsin DOT, Wisconsin Dept. of Revenue, NWTC, Lawrence University, UWGB, GuideK12, Town of Rockland, Town of Eaton, Town of Glenmore, and others.
- Assisted other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

**The recent major planning activities of Devin Yoder, Planner I (GIS/Transportation):**

- Participated in MPO staff meetings.
- Participated in Brown County Planning Commission staff meetings.
- Researching possible projects to add to the 2018 MPO work program.
- Finished work on 2016 Performance Measures draft report.
- Updated all maps for the 2017 CMP draft report.
- Reviewed and edited 2017 CMP draft report.
- Researched possible ways to start incorporating surface transportation stormwater management into the MPO planning process as part of recent changes in the 2016 FAST Act Federal Transportation Legislation.
- Continued work on ArcGIS online story map series to display the 2016 Performance Measures, and to also show the 2017 CMP maps once the report is completed.

**The recent major planning activities of Todd Mead, Planner I - Housing:**

- Prepared and ordered one (1) interim site inspection for a Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program client.
- Prepared and ordered five (5) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered three (3) HQS inspections for Brown County Revolving Loan Fund (RLF) clients.
- Prepared and ordered seven (7) final site inspections for CDBG clients.
- Prepared and ordered three (3) lead-based paint clearances for CDBG clients.
- Prepared and ordered one (1) lead-based paint assessment for a CDBG client.
- Met with eight (8) CDBG clients and the contractors to prepare them for their future rehabilitation projects.

- Met with one (1) Brown County RLF client and the contractors to prepare them for their future rehabilitation project.
- Opened three (3) new Brown County RLF applications.
- Opened eleven (11) new CDBG applications.
- Denied one (1) CDBG application.
- Prepared and closed eleven (11) CDBG Housing Rehabilitation Loans.
- Prepared and closed one (1) Brown County RLF Housing Rehabilitation Loan.
- Prepared one (1) Brown County RLF Environmental Review.
- Prepared and corresponded with three (3) bid document to a Brown Co RLF applicant for a future rehab project.
- Prepared and corresponded with six (6) bid documents to CDBG applicants for future rehab projects.
- Prepared for and closed one Door County CDBG down payment home purchased loan.
- Reviewed and prepared two (2) satisfactions for existing CDBG clients.
- Reviewed and approved one (1) subordination for an existing CDBG client.
- Attended staff meetings.
- Attended a Brown County Lead-Based Paint Coalition meeting.
- Attended a Kewaunee County brown bag lunch where I presented our CDBG program.
- Prepared, organized and submitted 2<sup>nd</sup> quarterly CDBG reporting to Wisconsin Dept of Administration (WDOA).
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

**The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):**

- Assigned two addresses for the Town of New Denmark, three addresses for the Town of Pittsfield, an address for the Town of Eaton, and an address for the Town of Green Bay.
- Completed a draft of the Transportation System Performance Measures report.
- Continue working on the update of the Congestion Management Process report.
- Updated seven draft maps for the Transportation Improvement Program.
- Geocoded and mapped a list of senior care facilities and the Green Bay Metro system for the Mobility Manager. Identified and created points for addresses that did not match during the geocoding process.
- Began working with Green Bay Metro to geocode a list of addresses of trip origins for the paratransit program.
- Updated the Green Bay Metro Transit Route 19 – G Line map.
- Updated Green Bay Metro Transit Guide. Updated Route 1 and Route 14 maps in color and black formats. Created an 11x17 map of the Full Route System for Green Bay Metro Staff.
- Updated Green Bay Packers game day routes for metro's website.
- Created two maps identifying the Metropolitan Planning Area Level of Service (LOS) for 2010 and 2045.
- Organized and analyzed 2012-2016 crash data in the Metropolitan Planning Area.
- Created three 36x48 poster board displays of Room Taxes Flow of Funds for the County Executive.
- Began to update sidewalk and bicycle facilities data using the 2017 google aerial photo.

- Provided data on certified miles of roads in Brown County to Nick at the Brown County Public Works Department.
- Provided bicycle facilities data to a staff at the Village of Howard.
- Participated in a webinar, "Where the Duct Tape Meets the Road: Using Pop-ups to Promote Safe Routes to School." 6/15/17
- Participated in a meeting to discuss and share ideas of a bike share system for the Green Bay area on 7/26/17.
- Updated PALS and MPO web pages as needed.
- Participated in PALS and MPO staff meetings as needed.